

Travis County Emergency
Service District 4.



14312 Hunters Bend Dr.
Austin, Texas 78723
Office (512) 836-7566,
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**TRAVIS COUNTY EMERGENCY SERVICE DISTRICT #4
MINUTES OF THE REGULAR CALLED MEETING**

April 19, 2022

The regular called meeting of the Board of Fire Commissioners of Travis County Emergency Service District #4 was held on Tuesday, April 19, 2022, at 6:30 p.m. at Sleep Inn & Suites NW Austin – 8410 Hwy 290E. Austin, TX 78724. Commissioner Alexander being in the chair and a quorum present, the meeting was called to order at 6:48 pm.

Present: Commissioners Torgrimson, Alexander, Opiela, Clark and Laryea
District Contractors: David Bailey and M Logan

1. Open meeting: Commissioner Torgrimson called the meeting to order at 6:48 pm.
2. Public Comments: None
3. Consider and take appropriate action on the minutes of the March 15, 2022 Regular Meeting: Commissioner Clark made the motion to accept the minutes of the March 15, 2022 regular meeting and was seconded by Commissioner Opiela. The motion passed unanimously by a show of hands among those present.
4. Consider and take appropriate action on the March 2022 treasurer's report, which may include other reports: Ms. Logan presented to the commissioners the March 2022 treasurer's report, the expenditures over \$2000 report, cash flow report, and others. After review and discussion, Commissioner Alexander made a motion to accept the March 2022 treasurer's report, including the expenditures over \$2000 report, and the line-item expenditures as reflected in the report, and other reports. Commissioner Laryea seconded the motion and it passed unanimously by a show of hands among those present.
5. Update on the TexPool Investment report: Ms. Logan reviewed the March 2022 TexPool Investment Summary Report with the commissioners.

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6. Update on automatic aid agreement with Travis County ESD 12: Chief Bailey gave an overview of the meeting he attended for the board of Travis County ESD 12. He stated that the letter canceling the auto aid agreement was well received and the door is open if action is needed in the future.
7. Discussion and possible action concerning Homestead and Over 65 property tax exemptions: Commissioner Opiela made the motion to adopt the Homestead exemption at 20% and the Over 65 tax exemption at \$60,000.00 and was seconded by Commissioner Alexander. The motion passed by a show of hands among those present with Commissioner Clark abstaining.
8. Update on Station 48 remodel: David Bailey stated that G Creek Construction signed the contract and has a notice to proceed. He will update the board at each meeting on progress.
9. Update on Station 47 parking lot: David Bailey stated that there was success at the Environmental Commission and the next step is with the Zoning and Platting Commission. He will update the board at each meeting on progress.
10. Consider and take appropriate actions on the District Administrator's report to include updates on the AFD contract for services, District Office updates and other administrative topics: See attached report.
11. Review and Approve Pending Disbursements: Commissioner Clark made the motion to approve the pending disbursements and was seconded by Commissioner Laryea. The motion passed unanimously by a show of hands among those present. Check detail attached.
12. Executive Session: None
13. Adjournment: Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 8:10 pm.

Next meeting is scheduled for May 17, 2022.

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Approved by:


A handwritten signature in blue ink, which is heavily scribbled and illegible. It is written over a horizontal line.

Attest:

A handwritten signature in blue ink, which appears to read "Peter Thompson". It is written over a horizontal line.

GR1000-1b Minutes-Written

MONTHLY REPORT FOR APRIL 19TH, 2022 BOARD MEETING

To:	Travis County Emergency Service District 4.	
From:	District Administrator	Professional Civic Services, LLC

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

I. Operations: a) Tesla Grand Opening – Fire works and event staffing?

Tesla Emergency Operations Plan- shared with other agencies.

b) **During Station 48 remodel: both Fire and EMS remaining in station.**

II. Prevention: 9th Annual Community Wildfire Preparedness Virtual Symposium,

April 28th, 6-7:30

III. Community Communication / Outreach: Over 60 letters of support for our Variance Requests!! Updates and thank yous sent.

52 other communications via web forms, voice mails and emails.

IV. Fire Station condition:

- Station 47 parking:
 - **Success at the Environment Commission;** next stop is the Zoning and Platting (ZAP) Commission on May 3rd. City Hall @ 6pm or virtual.
 - Maintenance while we wait? Getting prices for exterior trim and paint.
- Station 48 remodel:
 - Signed contract with GCreek on the
 - Notice to Proceed effective March 21st, started the 90 day clock.
 - Two change orders so-far, both unforeseen until demolition:
 - Adding structural framing to attic trusses for the dining room span. ~\$3400.
 - Relocating / rerouting electrical and telecom. ~\$1500.00
 - Authorizations required for all CO: the architect, myself and a commissioner.

V. Financial: **Quarterly payment made to COA handled through ACH!**

Sales Tax ?: rolling 12 month average monthly sales tax = \$429K, versus \$301 year prior.

2) STRATEGIC DECISIONS

- **Annual Coordinating Committee meeting with AFD (April 27th, 2:30-4:00)**
Important Items brought by us:

1) Auto-Aid with Manor?

2) Availability / Cost of ancillary prevention services (out-door burning? Fireworks?)

3) Which Financial items should be prepared?

- Water tower at station 48- decommissioned and removed? Offers?

Travis County ESD #4
Check Detail
April 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	ACH	04/11/2022	VFIS of Texas <i>CO Bond</i>	1000 Wells Fargo 3577 5502 General Liability	-400.00 -400.00	-400.00 400.00
TOTAL					-400.00	400.00
Check	ACH	04/11/2022	Austin Fire Department	1200 TexPool 9579 5000 COA/AFD Contract	-1,221,448.00 -1,221,448.00	-1,221,448.00 1,221,448.00
TOTAL					-1,221,448.00	1,221,448.00
Check	47208	04/19/2022	Logan Consulting	1000 Wells Fargo 3577 5925 Administrative Services	-2,050.00 -2,050.00	-2,050.00 2,050.00
TOTAL					-2,050.00	2,050.00
Check	47209	04/19/2022	Professional Civic Ser...	1000 Wells Fargo 3577 5925 Administrative Services	-2,130.00 -2,130.00	-2,130.00 2,130.00
TOTAL					-2,130.00	2,130.00
Check	47210	04/19/2022	William D. Webb	1000 Wells Fargo 3577 5925 Administrative Services	-849.24 -849.24	-849.24 849.24
TOTAL					-849.24	849.24